



Makers of Harps and Hammered Dulcimers

3450 16th Ave. W. Seattle, WA 98119 • 206-634-1656 • handcrafted@dustystings.com • www.dustystings.com

Application for Employment

Office and Administration

Date

Personal Information

First name

Preferred name

M.I.

Pronouns (optional)

Last name

Phone number

Email address

Street address

City

State

Zip

Are you 18 years old or older? Yes No

Employment

Position being applied for

Full time

Part time

Are you currently employed? Yes No

If so, may we call your current employer? Yes No

Have you ever applied to Dusty Strings before? Yes No

Date you can start

Salary desired

Experience / Interest *if more space is needed, see Supplemental Information on page 5*

Subjects of study or research work

Special skills



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Activities / hobbies

What do you find interesting about Dusty Strings? Why do you want to work here?

Why would you be an asset to Dusty Strings?

What is your definition of great customer service?

What musical instruments do you play? For how long?

Please describe your musical experience & knowledge:

What is your typing speed?

Can you use a 10-key by touch? Yes No

Are you experienced with the following? Please give a brief description:

Microsoft Office? Yes No

Bookkeeping? Yes No

Inventory management? Yes No

Manufacturing environment? Yes No

Quality control? Yes No



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Former Employers

Please fill out this section even if you are including a resume. Start with your most recent position.

Company name

Address

Supervisor

Phone

Dates employed

Position / duties

Reason for leaving

Company name

Address

Supervisor

Phone

Dates employed

Position / duties

Reason for leaving

Company name

Address

Supervisor

Phone

Dates employed

Position / duties

Reason for leaving

Education

High school

Years completed

Areas of study

College

Years completed

Areas of study

Trade school

Years completed

Areas of study



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References

Name

Phone number

Profession

Years acquainted

Name

Phone number

Profession

Years acquainted

Name

Phone number

Profession

Years acquainted

Equal Opportunity Employer

Dusty Strings is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race/ethnicity, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, age, or any other status protected by law.

Application

I understand that the purpose of the application form is to give me the opportunity to provide Dusty Strings with information about my skills, experience, abilities and other personal attributes that meet the qualification requirements for the job position that is available. I understand that it is in my best interest to be thorough, accurate and descriptive in providing this information. I also understand that a number of people will apply for the job opening and that Dusty Strings does not guarantee anyone an interview or consideration beyond completing the application form.

Background Investigation

In submitting this application for employment, I understand that Dusty Strings will investigate the information that I provide. If I am selected for an interview, I agree to complete a release and waiver form so that Dusty Strings may verify my employment history, education, and background as they relate to the job opening. I understand that the company will provide me with the required notice, disclosures, and request for authorization whenever the information sought falls under the requirements of the federal Fair Credit Reporting Act.

I-9 Form Documentation

I understand I-9 documentation is not part of the application or interview process. I understand, however, that if Dusty Strings offers me a job position, then on the day that I am scheduled to begin work I must complete an I-9 form and provide Dusty Strings with documentation that shows my identity and authorization to work in the United States. I understand that if I do not provide this documentation, I will no longer be qualified for the job position. I understand that federal law imposes imprisonment and/or fines upon any person who makes a false statement, uses a document issued to someone else, or uses a counterfeit, altered, forged or falsely made document to obtain employment.

I have read and understand all of the instructions and acknowledgments above.

Applicant Signature

Date



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